



Board of Trustees Meeting Minutes:

Wednesday, October 22, 2025

Present:

Gabrielle Giacomazzo, President

Jane Dietz, Vice-President

Courtney Bynoe, Secretary

Lori-Ann Novello, Trustee

Lisa Kropp, Director

Caitlin Sempowich, Assistant Director

Guest: Vinny Caccavale, Head Custodian

Absent with notice: Kathleen Busch, Trustee

- Board President Gabrielle Giacomazzo called the meeting to order at 7:00 PM.
- Motion to adopt the agenda (Dietz/Bynoe) 4-0
- Motion to adopt the prior meeting minutes (Novello/Bynoe) 3 yes (Giacomazzo, Bynoe, Novello) and 1 abstention (Dietz). Motion passed.
- The Director shared correspondence with the Board, copies of which are included in the original board meeting packet.
- Vinny Caccavale, Head Custodian, shared his report with the Board. President Gabrielle Giacomazzo thanked him on behalf of the Board of Trustees for the hard work his department accomplishes throughout the building and grounds.
- Motion to adopt the Treasurer's Report: Receipts and Disbursements, Warrants, and Cash Flow (Bynoe/Novello) 4-0
- The Director and the Assistant Director shared their reports with the Board, copies of which are included in the original board meeting packet.

Committee Reports:

Budget and Finance (LN, GG) discussion about the 2026 SCLS operating budget draft

Infrastructure (JD, CB)

Personnel (GG, KB)

Motion to approve payroll for September 17, October 1 and 15th, 2025 (Dietz/Bynoe) 4-0

Motion to accept the resignations of part-time library clerks, Thomas Bozzo (October 2, 2025) and Joanne Conroy (October 24, 2025) (Novello/Dietz)) 4-0

Motion to approve the appointments of library clerks Andrew Remondino and Kathleen Berkman to 25 hour a week temporary positions, effective October 27, 2025 – January 27, 2026 (Dietz/Bynoe) 4-0

Policy (CB, LN)

Motion to approve revisions to the Library Card and Circulation Policy (Novello/Dietz) 4-0

Motion to approve revisions to the Designated Spaces Policy (Dietz/Novello) 4-0

Strategic Planning (KB, JD) Will provide a quarterly report at the November meeting

Unfinished Business

The Board reviewed pages 89-92 of the NYS Trustee Handbook, on Planning and Evaluation. Board President Giacomazzo asked the Board to think about topics for a Board retreat in January.

New Business:

Motion to enter executive session at 8:25 PM to discuss the evaluation of the Library Director and a real estate matter (Dietz/Bynoe) 4-0


Motion to exit executive session at 8:42 PM (Dietz/Bynoe) 4-0

With no further business to discuss, the meeting adjourned at 8:43 PM (Bynoe/Novello) 4-0

NEXT MEETING: Monday, November 17 at 7:00 PM



Lisa Kropp, note taker



Courtney Bynoe, Secretary